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Sacramento City Council
Housing Authority &
Redevelopment Agency of the
City of Sacramento
Sacramento, California

Honorable Members in Session:

SUBJECT: Agency Classification and Salary Plan Implementation for Exempt Management, Supervisor, and Confidential Units.

LOCATION & COUNCIL DISTRICT

All Districts

RECOMMENDATION

Staff recommends adoption of the attached resolution(s) which authorize(s) the Executive Director or her designee to: Establish a Classification and Salary Plan for exempt management, supervisors and confidential staff as identified in Attachments I and II, and implement the adjustment accordingly.

CONTACT PERSONS

Cassandra Jennings, Deputy Executive Director, 440-1312
Glory Wicklund, HR Director, 440-1308

FOR COUNCIL MEETING OF

June 27, 2000

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority & Redevelopment Agency of the City of Sacramento

June 27, 2000

Page 2

SUMMARY

This report recommends an organizational structure, classification and salary plan for positions in the exempt management, supervisor and confidential units.

BACKGROUND

In 1998 Agency staff reengineered six key businesses: Neighborhood Strategic Planning, Developer and Development Services, Lending, Construction Management, Construction Bidding, and Property Management and Maintenance.

The 1999 budget incorporated structural changes to support recommendations generated from the reengineering process and approved by the governing bodies.

From January through October 1999, a Classification and Salary Study was conducted for Agency positions by Personnel Management Offices (PMO). The consultant surveyed several public entities similar in size to the Agency for comparability. After internal analysis the recommendation is that the organizational structure should remain similar to the present alignment with the exception of a new category, Management Analyst, to be included in the exempt management unit.

The Management Analyst category includes positions that function at a management level and advise on policy issues but who do not directly supervise staff. Management Analyst positions include the Strategic Planning Manager, Community Development and Development Services Managers, Real Estate Manager, and staff attorneys.

FINANCIAL CONSIDERATIONS

The proposed implementation date for the implementation of the Classification and Salary Plan for the unrepresented unit is July 1, 2000. The cost is spread over a 5-1/2 year period in the amount of \$300,677. The Agency 2000 budget includes funds for the salary implementation.

POLICY CONSIDERATIONS

This recommendation is in compliance with policy and direction of the governing bodies.

ENVIRONMENTAL REVIEW

The proposed action does not constitute a project under CEQA per Guidelines Section 15378 (b) (3), or a federal undertaking under NEPA.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Housing Authority & Redevelopment Agency of the City of Sacramento

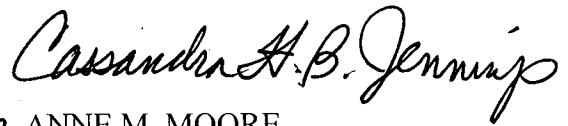
June 27, 2000

Page 3

M/WBE CONSIDERATIONS

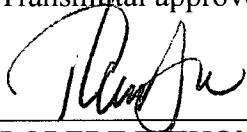
The items discussed in this report have no M/WBE impact; therefore M/WBE considerations do not apply.

Respectfully submitted,



for ANNE M. MOORE
Executive Director

Transmittal approved,



ROBERT P. THOMAS
City Manager

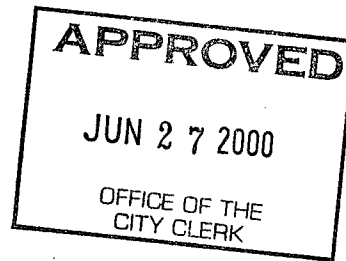
<i>Sacramento Housing & Redevelopment Agency</i>		
<i>Unrepresented Classifications</i>		
<i>Effective July 1, 2000</i>		
<i>Title</i>	<i>Salary Range</i>	
Executive Director -	\$ 97,624	\$ 118,663
Deputy Executive Director	\$ 88,548	\$ 107,631
General Counsel	\$ 84,331	\$ 102,505
Director - Operations	\$ 76,491	\$ 92,975
Director - Administration	\$ 66,076	\$ 80,316
Assistant Director -	\$ 66,076	\$ 80,316
Program Manager -	\$ 57,079	\$ 69,380
Management Analyst - Agency Counsel Level 3	\$ 66,076	\$ 80,316
Management Analyst - Agency Counsel Level 2	\$ 54,361	\$ 66,076
Management Analyst - Agency Counsel Level 1	\$ 44,723	\$ 54,361
Management Analyst - Community Development	\$ 54,361	\$ 66,076
Management Analyst - Real Estate	\$ 51,772	\$ 62,929
Management Analyst - Strategic Planning	\$ 54,361	\$ 66,076
Management Analyst - Public Information Officer	\$ 54,361	\$ 66,076
Supervisor -	\$ 46,959	\$ 57,079
Principal HR Analyst	\$ 46,959	\$ 57,079
Human Resources Analyst	\$ 42,593	\$ 51,772
Human Resources Specialist	\$ 35,041	\$ 42,593
Human Resources Technician	\$ 30,270	\$ 36,794
Confidential Admin Assistant	\$ 36,794	\$ 44,723
Confidential Clerk	\$ 22,588	\$ 27,456

SHRA Salary Matrix					
Range	Step 1	Step 2	Step 3	Step 4	Step 5
A	\$ 20,488	\$ 21,512	\$ 22,588	\$ 23,717	\$ 24,903
AA	\$ 21,512	\$ 22,588	\$ 23,717	\$ 24,903	\$ 26,148
B	\$ 22,588	\$ 23,717	\$ 24,903	\$ 26,148	\$ 27,456
BB	\$ 23,717	\$ 24,903	\$ 26,148	\$ 27,456	\$ 28,829
C	\$ 24,903	\$ 26,148	\$ 27,456	\$ 28,829	\$ 30,270
CC	\$ 26,148	\$ 27,456	\$ 28,829	\$ 30,270	\$ 31,784
D	\$ 27,456	\$ 28,829	\$ 30,270	\$ 31,784	\$ 33,373
DD	\$ 28,829	\$ 30,270	\$ 31,784	\$ 33,373	\$ 35,041
E	\$ 30,270	\$ 31,784	\$ 33,373	\$ 35,041	\$ 36,794
EE	\$ 31,784	\$ 33,373	\$ 35,041	\$ 36,794	\$ 38,633
F	\$ 33,373	\$ 35,041	\$ 36,794	\$ 38,633	\$ 40,565
FF	\$ 35,041	\$ 36,794	\$ 38,633	\$ 40,565	\$ 42,593
G	\$ 36,794	\$ 38,633	\$ 40,565	\$ 42,593	\$ 44,723
GG	\$ 38,633	\$ 40,565	\$ 42,593	\$ 44,723	\$ 46,959
H	\$ 40,565	\$ 42,593	\$ 44,723	\$ 46,959	\$ 49,307
HH	\$ 42,593	\$ 44,723	\$ 46,959	\$ 49,307	\$ 51,772
I	\$ 44,723	\$ 46,959	\$ 49,307	\$ 51,772	\$ 54,361
II	\$ 46,959	\$ 49,307	\$ 51,772	\$ 54,361	\$ 57,079
J	\$ 49,307	\$ 51,772	\$ 54,361	\$ 57,079	\$ 59,933
JJ	\$ 51,772	\$ 54,361	\$ 57,079	\$ 59,933	\$ 62,929
K	\$ 54,361	\$ 57,079	\$ 59,933	\$ 62,929	\$ 66,076
KK	\$ 57,079	\$ 59,933	\$ 62,929	\$ 66,076	\$ 69,380
L	\$ 59,933	\$ 62,929	\$ 66,076	\$ 69,380	\$ 72,849
LL	\$ 62,929	\$ 66,076	\$ 69,380	\$ 72,849	\$ 76,491
M	\$ 66,076	\$ 69,380	\$ 72,849	\$ 76,491	\$ 80,316
MM	\$ 69,380	\$ 72,849	\$ 76,491	\$ 80,316	\$ 84,331
N	\$ 72,849	\$ 76,491	\$ 80,316	\$ 84,331	\$ 88,548
NN	\$ 76,491	\$ 80,316	\$ 84,331	\$ 88,548	\$ 92,975
O	\$ 80,316	\$ 84,331	\$ 88,548	\$ 92,975	\$ 97,624
OO	\$ 84,331	\$ 88,548	\$ 92,975	\$ 97,624	\$ 102,505
P	\$ 88,548	\$ 92,975	\$ 97,624	\$ 102,505	\$ 107,631
PP	\$ 92,975	\$ 97,624	\$ 102,505	\$ 107,631	\$ 113,012
Q	\$ 97,624	\$ 102,505	\$ 107,631	\$ 113,012	\$ 118,663

RESOLUTION NO. 2000-381

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF



**ESTABLISHMENT AND IMPLEMENTATION OF CLASSIFICATION
AND SALARY PLAN FOR SACRAMENTO HOUSING AND
REDEVELOPMENT AGENCY EXEMPT MANAGEMENT,
SUPERVISOR AND CONFIDENTIAL UNITS**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO:

Section 1: The Sacramento Housing and Redevelopment Agency is authorized to take all actions necessary to implement the Classification and Salary Plan for the Exempt Management, Supervisor and Confidential Units as set out in Attachment I & II to the staff report that accompanies this resolution, effective as of July 1, 2000.

MAYOR

ATTEST:

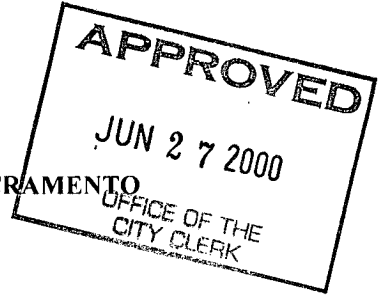
CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

RESOLUTION NO. 2000-008



ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO

ON DATE OF _____

**ESTABLISHMENT AND IMPLEMENTATION OF
CLASSIFICATION AND SALARY PLAN FOR EXEMPT
MANAGEMENT, SUPERVISOR AND CONFIDENTIAL UNITS**

BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF
SACRAMENTO:

Section 1. The Executive Director is authorized to take all actions necessary to implement the Classification and Salary Plan for the Exempt Management, Supervisor and Confidential Units as set out in Attachment I & II to the staff report that accompanies this resolution, effective as of July 1, 2000.

CHAIR

ATTEST:

SECRETARY

FOR CITY CLERK USE ONLY

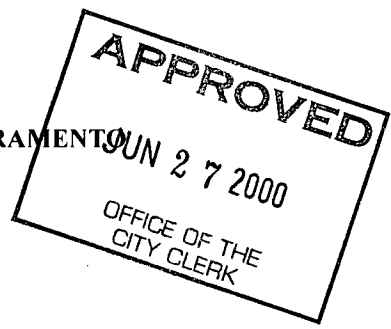
RESOLUTION NO.: _____

DATE ADOPTED: _____ (7)

RESOLUTION NO. 2000-047

ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO

ON DATE OF



**ESTABLISHMENT AND IMPLEMENTATION OF CLASSIFICATION
AND SALARY PLAN FOR EXEMPT MANAGEMENT,
SUPERVISOR AND CONFIDENTIAL UNITS**

BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF
SACRAMENTO:

Section 1: The Executive Director is authorized to take all actions necessary to
implement the Classification and Salary Plan for the Exempt Management, Supervisor and
Confidential Units as set out in Attachment I & II to the staff report that accompanies this
resolution, effective as of July 1, 2000.

CHAIR

ATTEST:

SECRETARY

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____
DATE ADOPTED: _____